

This is a worksheet for you to complete and bring to the Zoning Officer for his approval, at the following location:

Town Hall  
Inspectional Services Department  
298 Central Street  
Saugus, MA

When it is approved, bring this to the Town Clerk's office along with your fee of \$35.00 (checks made payable to The Town of Saugus) and we may issue a business certificate to you.

### WORKSHEET

In conformity with the provisions of Chapter one hundred and ten, section five of the General Laws, as amended, the undersigned hereby declare(s) that a business under the title of:

BUSINESS NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

CITY OR TOWN: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

FILED BY THE FOLLOWING NAMED PERSONS:

**FULL NAME**

**RESIDENCE**

**TELEPHONE #**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Prior to opening a business you are responsible for making sure you are in compliance with all permit and licensing requirements by the Town of Saugus Building, Health and Zoning Departments as may be required for the legal operation of the business at the stated location.**

**NOTICE:** A business Certificate is **NOT** a license or a permit to do business. Please see the Zoning Officer for approval.

I acknowledge that I have read and understand this notice.

Signature(s) \_\_\_\_\_

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#### **FOR OFFICIAL USE ONLY**

**Business Certificate (issued) (denied)**

**COMMENTS:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Zoning Officer Signature:** \_\_\_\_\_